

JOEL ALEXANDER BROWN

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1919 Brice Street, Apt. D
Greensboro NC, 27403

OBJECTIVE

Attain and strengthen marketing skills through leasing apartments for Signature Property Group Inc.

EDUCATION

University Of North Carolina at Greensboro (UNCG)
Bachelor of Arts in Broadcasting and Media Networks
Graduated December, 2009
Concentration in Production and Direction

- **Employed** 25 to 30 hours weekly while completing degree

EMPLOYMENT

SKILLS

- **Trained** new employees on various job functions
- Utilized “**up-sale**” **techniques** to increase sale profits
- Executed **customer service** transactions with efficiency
- Developed **teamwork** skills while working with numerous employees
- Enhanced **interpersonal communication** skills with new people
- Used **multi-tasking** skills to handle several tasks simultaneously

WORK

EXPERIENCE

Campus Crossing Leasing Office, Greensboro, NC September 2009-present
Resident RA, Pool Manager, Maintenance Runner

Mimi's Café, Greensboro, NC October 2007- present
Shift Manager, Server, Trainer, Host

Elizabeth's Pizza, Greensboro, NC July 2005-September 2007
Server, Cashier

TECHNICAL

SKILLS

Yardi Property Management, MS Word, Power Point, Final Cut Pro, Celtex

ACTIVITIES

Spartan Television Producer and Reporter, Community Theatre of Greensboro Actor and Supporter

REFERENCES

Lisa Bisher Property Manager, Campus Crossing (336) 294-3855
campuscrossing@signaturepropertygroup.com

Brian Catrone Southern District Manager, Mimi's Café (336) 509-5393